

# WEST END PARISH COUNCIL

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## MINUTES OF THE MEETING OF WEST END PARISH COUNCIL HELD AT THE SPORTS PAVILION ON

**TUESDAY 8<sup>TH</sup> NOVEMBER 2016**

Present: Cllr G. Alleway, Cllr A. Dredge, Cllr D. Elliott, Cllr W. J. Medhurst, Cllr A. Page (Chairman) , Cllr S. Prideaux Burns , Ms. S. Price (Clerk for the Council)

In Attendance: Cllr Rebecca Jennings-Evans, Ms Catherine Farmer, Craig Hayman, Mrs Diane Doney.  
Ms Farmer spoke regarding the Kingswood Pallets VOSA inquiry and thanked Cllr Page and Cllr Alleway for attending, and for the Clerk's assistance in providing the inspector with relevant information. Although obviously relieved with the decision to refuse the licence, the site was still being used as an operating centre and the parish council was asked what it could do to help from a planning enforcement perspective. Cllr Page confirmed that he had requested a meeting with Jenny Rickard and enforcement officers at Surrey Heath Borough Council but encouraged Ms Farmer to continue to send in photos of the fires to the environmental department. The clerk was also asked to find out from VOSA what action, if any, would be taken for failure to comply with the decision made by the inspector.

**212/16 APOLOGIES FOR ABSENCE:** Cllr D. Gubbins

**213/16 DECLARATION OF INTEREST**

Cllr Medhurst had a pecuniary interest in the quote for the Windlesham Road ditch 218/16(a). No other members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.

**214/16 To CONFIRM the Minutes of meeting held on Wednesday 26<sup>th</sup> October 2016**

Confirmed and signed by Cllr A Page

**215/16 PLANNING MATTERS**

The following applications received prior to this meeting were **CONSIDERED**

APPLICATION	DECISION
<a href="#">16/1005</a> 24 Fellow Green Road, GU24 9HS	No objection

<b>216/16 HIGHWAY MATTERS (outstanding &amp; new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 203/16(a) Old House Lane VOSA inquiry. The Traffic Commissioner had refused the applications for both Kingswood Pallets and Mrs Page on environmental grounds. The Kingswood's application was also refused on 'fitness to hold a licence'.	Noted	
b. 203/16(b) Parking issues on the pavement before Martins Tyres, outside the cottages. The Clerk had contacted local highways to establish if the pathway enclosed by the fence was privately owned or county owned and was waiting for a response.	Ongoing	
c. 203/16(c) The condition of the road signs on the High Street had been reported to Surrey Highways. Cllr Page was going to follow this up.		
d. 203/16(d) Flooding on the path from the Commonfields alleyway to the BP garage. The Clerk confirmed that the parish council did not have the power to spend money on this however had contacted Local Highways for advice on how the problem could be resolved. A response had not yet been received.		
e. The parish council had been invited to respond a National Highways and Transport Public Satisfaction Survey received from Local Highways. All councillors had received a copy of the survey.		
f. Bids were being accepted by Surrey County Council, up until 6/1/17, for work under the Highways Localism Scheme. The parish councillors had reviewed the documentation and	sign cleaning, cutting back overgrown vegetation, management of epicormic tree growth, work on rights of way, graffiti removal, fly posting removal on county property and minor ditch clearance.	
g. Cllr Alleway suggested that improvements could be made for resident to access the doctors' surgery from Kerria Way. A plan of the scheme was shown. The Clerk advised that the parish council only had the power to repair and maintain public footpaths	It was agreed the Clerk would check whether roundabout sponsorship money could be spent on a new path, outside of the parish council's usual powers. Cllr Medhurst also agreed to spec the work to establish a price	Clerk – 30.11.16 Cllr Medhurst – 30.11.16

<b>217/16 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORIAL/COMMON LAND</b> (outstanding & new)		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 204/16(a) Pavilion Extension. Cllr Page and Cllr Medhurst updated the parish council following the extension sub-committee meeting. Although West End Village Football club had originally supported the parish council with the extension plans, and agreed that new changing room facilities were required to conform with league rules, they were now of the opinion that the improvements would not provide long term benefit. Some of the funding was going to be via the football club therefore the feasibility of the whole project was questioned.	It was resolved that the parish council still wanted to provide an outside toilet for the users of the recreation ground, and also improve storage. It was agreed to revisit the original drawings provided by Cllr Dredge to establish if this could be provided within the existing footprint of the building.	Cllr Dredge – 30.11.16
b. 204/16(b) Bowls Club Lease. Agreement regarding the revised lease had not been received from Surrey Heath Borough Council and the solicitor had been asked to chase.	It was agreed the Clerk would contact Surrey Heath Borough Council directly to move this matter on.	
c. 204/16(c) Pollard of Willow Tree. This item was discussed in Part II but agreed to move to public minutes once a decision was made. The reference for the company which had quoted £200 had not been as expected therefore the two remaining quotes were considered. Groundcare Maintenance £475 + vat and Cormack Tree Care £400 + vat	It was resolved to proceed with Cormack Tree Care.	Clerk – immediately
d. 204/16(d) Scottish and Southern Energy sub-station on the recreation ground. Since the last meeting S&SE had confirmed they were unable to use the alternative location by Meadow Way and would revert back to replacing the one on the recreation ground. The Clerk had written to Surrey County Council to suggest the sub-station could be located in the unused sub-station area by Gordons School, however S&SE did not consider this a feasible alternative. A visual of the sub-station had been requested. Highwood Construction had also contacted the Clerk and requested a meeting to confirm the location and works involved.	It was agreed that if possible Cllr Alleway and Cllr Dredge would attend the meeting with Highwood Construction. The Clerk would arrange the meeting.	Clerk – immediately
e. 204/16(e) Bollards around recreation ground. The clerk was waiting to hear whether a sample could be purchased with a lower delivery cost. The clerk also suggested putting shorter posts in to make levering out more difficult, however there was concern about the posts being different sizes.	It was agreed to wait for the recycled plastic sample.	Clerk
f. The box hedging around the war memorial had not responded to the feeding carried out by the garden club and a large percentage of the hedging was brown.	It was resolved that Cllr Elliott would enquire as to the problem and see if they could be saved.	Cllr Elliott – immediately
g. The Clerk informed the Councillors that WEVS had completed the bulb planting in the village, including areas on the recreation ground.	Noted	
h. The quarterly playground inspection from ARD was discussed. The Clerk pointed out the problem with the grass mat under the Titan equipment. There were no high priorities to be addressed and some minor ones had already been resolved by the parish council maintenance man.	It was resolved Cllr Medhurst would check that the depth of soil was 150mm under the Titan Equipment.	Cllr Medhurst – 30.11.16

<b>218/16 WATER COURSES/PONDS (outstanding &amp; new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 205/16(a) Windlesham Road ditch. This item was discussed in Part II but agreed to move to public minutes once a decision was made. Cllr Medhurst left the room. The quotes received were T J Hunt £1366 + vat, Nigel Jeffries £470 + vat and W J Medhurst £275+ vat.	It was resolved to proceed with the quote from W J Medhurst.	Clerk – immediately
<b>219/16 FINANCIAL MATTERS (new)</b>		
<p>a. The payment of accounts to the value of £2789.86 was noted and agreed.</p> <p>b. The Bank statement for October was noted</p> <p>c. The petty cash statement for October was noted</p>		
<b>220/16 REPORT AND DOCUMENT AND CORRESPONDENCE RECEIVED OR TO BE REVIEWED (new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. 207/16(a) The burning of untreated wood at Kingswood Pallets, Old House Lane. Although the Environment Agency had informed Kingswood Pallets not to burn treated wood, there was evidence that this was continuing on a large scale. Details had been forwarded to the Environment Agency for investigation and a quick response received. A standard statement had been sent to Kingswood together with further advice not to continue burning treated wood. Should this continue action would be taken to revoke the D7 exemption.	It was resolved to monitor and report any further burning of treated wood.	
b. 207/16(b) Closure of the ambulance station in Knaphill. It was discussed that this would impact on the village however it was out of the parish council control for this to be stopped.	It was resolved to respond to resident who had requested parish council involvement.	Clerk – immediately
c. 207/16(c) The Clerk had advised the tree group about the Surrey Tree Warden Network requiring volunteer Tree Wardens. Yvette Jones had put herself forward and there were two others who would also be interested.	Noted	
d. An mail had been received inviting the parish council to participate in A Nation's tribute and WWI beacons of light event being held on 11 <sup>th</sup> November 2018. Confirmation of involvement was required before the end of January 2017.	It was resolved that the parish council would participate in the event and to express its interest	Clerk – immediately
e. This item was discussed in Part II but agreed to move to public minutes once a decision was made. The parish council had been asked by the Church if they would again consider paying for the graveyard maintenance at Holy Trinity Church. The quote to cut the grass had increased by £75 from previous years to £1200 + vat. As per pervious decisions and advice from SSLAC this may be covered by the Open Spaces Legislation Act as the graveyard was open for anyone to walk around.	It was resolved the parish council would continue to pay for this service.	Clerk – immediately

<b>221/16 GENERAL (new)</b>		
<b>DISCUSSION</b>	<b>RESOLUTION</b>	<b>PERSON RESPONSIBLE DEADLINE</b>
a. The meeting dates for 2017 had been previously distributed however it was noted that there was only one week between the meetings in February. The Clerk suggested making the Tuesday meeting on the 7th February which still left two weeks from the January meeting.	It was resolved to change the second Tuesday meeting in February to the first Tuesday.	Clerk – immediately
<b>222/16 ITEMS FOR THE NEXT AGENDA</b>		
<b>223/16 EXCLUSION OF PRESS AND PUBLIC</b> Under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2) – likely disclosure of exempt information the Press and Public were excluded from Part II of the meeting.		
There being no further business the Chairman closed the meeting at 21:30		
The next meeting will be a on Wednesday 30 <sup>th</sup> November		
Signed ..... Chairman Date .....		